

# EXHIBIT A

## Field Experience Placement Application

For Student Teaching, Internships, Observations, or Service Learning

**STUDENTS:** Please complete application and return to your College Placement Advisor to submit to Talent Management at [khorner@kyrene.org](mailto:khorner@kyrene.org) . This form must be completed if your field experience is more than one (1) school day. Also, placement must be approved by Kyrene Talent Management *prior to being on a Kyrene campus or classroom*. **A copy of your DPS fingerprint card must be submitted with this application.**

I have included a copy of my valid DPS Fingerprint Clearance card for placement consideration.

PLEASE COMPLETE ALL SECTIONS:

Last Name	First Name
Telephone Number	Email Address

College	Name of College Placement Advisor
College Placement Advisor Telephone Number	College Placement Advisor Email Address

School Requested – please note your first (1st) and second (2<sup>nd</sup>) choice:

\_\_\_\_\_

Content Area Requested: \_\_\_\_\_ Name of Mentor Teacher: \_\_\_\_\_

Placement Type:  Student Teaching  Internship  Observation  Service Learning

Semester:  Fall  Spring

How Many Hours or Weeks Needed? \_\_\_\_\_ Start and End Dates: \_\_\_\_\_

Hours You Are Available (if restricted due to work or school schedule): \_\_\_\_\_

### BACKGROUND INFORMATION: PLEASE READ CAREFULLY AND SIGN BELOW

This section must be completed by all applicants. **Electronic signatures will not be accepted** (once completed, please print for wet signature, scan and email to [Kelly Horner](mailto:kelly.horner@kyrene.org)). I hereby certify that the information presented in this application is true, accurate and complete. I authorize the investigation of all statements. I understand that misrepresentation, falsification, or omission of pertinent facts will cause forfeiture on my part of all eligibility for placement as an intern, observer or student teacher. I agree to submit other information requested by the district.

Student Signature	Date
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Please answer questions truthfully even if the conviction was expunged, reversed, or otherwise set aside. A “Yes” answer will not necessarily result in denial of placement. The District considers all circumstances, including the date and nature of events, which led to the actions described. Providing a written explanation helps determine your eligibility and suitability for placement. Failure to complete this form accurately and completely may mean disqualification from consideration, and may result in prosecution for filing false information with a public agency. Applicants are notified that they must immediately report an arrest or being charged with any of the crimes in A.R.S. 41-1758.03 (B). This statutory requirement includes arrests occurring after initial completion of this form.

**PLEASE COMPLETE ALL BACKGROUND QUESTIONS**

Please answer each question completely and by placing a **check** by the appropriate response. Please do not highlight your answer. Attach additional sheets if necessary.

1. **Have you ever used any other name for personal reasons or for employment purposes?**  YES  NO  
 List all other names used: \_\_\_\_\_  
 Dates Used: \_\_\_\_\_

2. **Have you ever been convicted of\*, admitted committing, or are you awaiting trial for any crime (excluding only minor traffic violations not involving any allegation of drug or alcohol impairment)?** *You must answer "Yes" even if the matter was later dismissed, deferred, vacated or expunged. If you answer "Yes" you must provide dates of the proceedings, the court where the proceedings occurred, a statement of the accusation against you and the final disposition of the case(s).*  
 YES  NO Explanation: \_\_\_\_\_  
 \_\_\_\_\_

3. **Have you ever been dismissed from any job, or resigned at the request of your employer, or while charges against you or an investigation of your behavior was pending?** *You must answer "Yes" even if the matter was later resolved with any form of settlement or severance agreement, regardless of terms. If you answer "Yes" you must provide the date of termination, the name, address and telephone number of the employer(s) and a statement of the alleged reasons for termination.*  YES  NO Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 Name of Employer: \_\_\_\_\_ Date of Termination: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

4. **Have you ever had any license or certificate of any kind revoked or suspended, or have you in any way been sanctioned by, or is any charge or complaint now pending against you before any licensing, certification or other regulatory agency or body, public or private?** *If you answer "Yes" you must provide the dates of proceedings, name, address and telephone number of the agency or body where proceedings took place, a statement of the accusations against you and the final disposition.*  YES  NO Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 Name of Employer: \_\_\_\_\_ Date of Termination: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

5. **Have you ever been convicted of a dangerous crime as defined in A.R.S.13.705\*\*?**  YES  NO

6. **Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification or other regulatory body, or by a current or any previous employer?** *If you answer "Yes" you must provide the name, address and telephone number of the employer or licensing body and a statement of the accusations against you.*  YES  NO Explanation \_\_\_\_\_  
 \_\_\_\_\_  
 Name of Employer \_\_\_\_\_ Date of Termination \_\_\_\_\_  
 Address \_\_\_\_\_ Phone: Number \_\_\_\_\_

\* Conviction means the final judgment on a verdict or a finding of guilty, a plea of guilty, or a plea of nolo contendere, in any municipal, state or federal court of competent jurisdiction in a criminal case, regardless of whether an appeal is pending or could be taken.

\*\* A.R S. 13.705 (P) defines dangerous crimes against children who are under 15 years old. These include: Second degree murder, aggravated assault resulting in serious physical injury, sexual assault, molestation of a child, sexual conduct with a minor, commercial sexual exploitation of a minor or sexual exploitation of a minor, child abuse, kidnapping, sexual abuse, taking a child for the purpose of prostitution, child prostitution, involving or using minors in drug offenses, continuous sexual abuse of a child, attempted first degree murder, sex trafficking, manufacturing methamphetamine, bestiality, luring